

CHARTER FOR THE
U.S. COMMISSION ON CIVIL RIGHTS
STATE ADVISORY COMMITTEES

1. COMMITTEES'S OFFICIAL DESIGNATION (Title): U.S. Commission on Civil Rights [State] Advisory Committee. Attachment 1 lists the states and District of Columbia utilizing this charter.
2. AUTHORITY: The U.S. Commission on Civil Rights (Commission) authorizing statute, 42 U.S.C. § 1975a, mandates the creation of an advisory committee in each of the 50 states and the District of Columbia (hereinafter "committees"). These committees operate under the provisions of the Federal Advisory Committee Act, as amended, 5 U.S.C. Appendix 2.
3. OBJECTIVES AND SCOPE OF ACTIVITIES: The committees advise the Commission on matters in its respective state that pertain to alleged deprivations of voting rights or discrimination or denials of the equal protection of the laws because of race, color, religion, sex, age, disability, or national origin, or the administration of justice and aid the Commission in its statutory obligation to serve as a national clearinghouse for civil rights information.
4. DESCRIPTION OF DUTIES: Each committee shall (1) advise the Commission in writing of any knowledge or information it has of any alleged deprivation of voting rights or alleged discrimination based on race, color, religion, sex, age, disability, or national origin, or in the administration of justice; (2) advise the Commission concerning matters related to discrimination or a denial of equal protection of the laws under the Constitution and the effect of the laws and policies of the Federal government with respect to equal protection of the laws; (3) advise the Commission upon matters of mutual concern in the preparation of reports of the Commission to the President and the Congress; (4) receive reports, suggestions, and recommendations from individuals, public and private organizations, and public officials upon matters pertinent to inquiries conducted by the committee, (5) initiate and forward advice and recommendations to the Commission upon matters that the committee has studied; (6) assist the Commission in the exercise of its clearinghouse function and with respect to other matters that the committee has studied, and (7) attend, as observers, any open hearing or conference that the Commission may hold within the State.
5. AGENCY OR OFFICIAL TO WHOM THE COMMITTEE REPORTS: The committees report to the Commission.
6. SUPPORT: The committees shall receive support from the following Regional Offices:
 - a) Central Regional Office – Alabama, Arkansas, Iowa, Kansas, Louisiana, Mississippi, Missouri, Nebraska, and Oklahoma

b) Eastern Regional Office – Connecticut, Delaware, District of Columbia, Maine, Maryland, Massachusetts, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, Vermont, Virginia, West Virginia

c) Midwestern Regional Office – Illinois, Indiana, Michigan, Minnesota, Ohio, and Wisconsin

d) Rocky Mountain Regional Office – Colorado, Montana, New Mexico, North Dakota, South Dakota, Utah, and Wyoming

e) Southern Regional Office – Florida, Georgia, Kentucky, North Carolina, South Carolina, and Tennessee

f) Western Regional Office – Alaska, Arizona, California, Hawaii, Idaho, Nevada, Oregon, Texas, and Washington

7. ESTIMATED ANNUAL OPERATING COST AND STAFF-YEARS: The estimated annual operating cost for each committee and the full-time equivalent (FTE) staff per committee is listed in Attachment 2. All members will receive travel expenses and a per diem allowance in accordance with the Federal Travel Regulation for any travel made in connection with their duties as members of the committee.

8. DESIGNATED FEDERAL OFFICER: The Designated Federal Officer (DFO), a full-time employee of the Commission assigned to a committee, will approve the schedule of all committee and subcommittee meetings. The DFO or a designee will be present at all committee and subcommittee meetings, and each meeting will be conducted in accordance with an agenda approved by the DFO. The DFO is authorized to adjourn any meeting when he or she determines it is in the public interest to do so.

9. ESTIMATED NUMBER AND FREQUENCY OF MEETINGS: Depending upon resources, committees are encouraged to meet at least two times each year and more often, if possible.

10. DURATION: The committees are authorized by statute, 42 U.S.C. § 1975a, to operate for an indefinite period. This charter shall terminate two years from the date it is filed unless it is renewed or extended by appropriate action prior to that date.

11. COMMITTEE TERMINATION DATE: Continuing.

12. MEMBERSHIP AND DESIGNATION: The committees will be comprised of no more than 19 members. The committees' membership will be composed of Special Government Employees who have demonstrated civil rights experience or interest with a variety of backgrounds and knowledge sufficient to provide adequate advice and guidance to the Commission.

13. SUBCOMMITTEES: With the DFO's approval, a committee is authorized to establish subcommittees to perform specific projects or assignments as necessary and consistent with its mission. Subcommittees will report back to the respective committee and will not provide advice or work product directly to the Commission.

14. RECORDKEEPING: Committee records shall be handled in accordance with General Records Schedule 26 or other approved agency records disposition schedules. Those records shall be available for public inspection and copying, subject to the Freedom of Information Act, 5 U.S.C. § 552.

15. FILING DATE: January 4, 2013

Attachment 1

List of Advisory Committees Using this Charter

1. Alabama Advisory Committee
2. Alaska Advisory Committee
3. Arizona Advisory Committee
4. Arkansas Advisory Committee
5. California Advisory Committee
6. Colorado Advisory Committee
7. Connecticut Advisory Committee
8. Delaware Advisory Committee
9. District of Columbia Advisory Committee
10. Florida Advisory Committee
11. Georgia Advisory Committee
12. Hawaii Advisory Committee
13. Idaho Advisory Committee
14. Illinois Advisory Committee
15. Indiana Advisory Committee
16. Iowa Advisory Committee
17. Kansas Advisory Committee
18. Kentucky Advisory Committee
19. Louisiana Advisory Committee
20. Maine Advisory Committee
21. Maryland Advisory Committee
22. Massachusetts Advisory Committee
23. Michigan Advisory Committee
24. Minnesota Advisory Committee
25. Mississippi Advisory Committee
26. Missouri Advisory Committee
27. Montana Advisory Committee
28. Nebraska Advisory Committee
29. Nevada Advisory Committee
30. New Hampshire Advisory Committee
31. New Jersey Advisory Committee
32. New Mexico Advisory Committee
33. New York Advisory Committee
34. North Carolina Advisory Committee
35. North Dakota Advisory Committee
36. Ohio Advisory Committee
37. Oklahoma Advisory Committee
38. Oregon Advisory Committee
39. Pennsylvania Advisory Committee
40. Rhode Island Advisory Committee
41. South Carolina Advisory Committee
42. South Dakota Advisory Committee
43. Tennessee Advisory Committee
44. Texas Advisory Committee
45. Utah Advisory Committee
46. Vermont Advisory Committee
47. Virginia Advisory Committee
48. Washington Advisory Committee
49. West Virginia Advisory Committee
50. Wisconsin Advisory Committee
51. Wyoming Advisory Committee

Attachment 2

Advisory Committees with Estimated Costs and FTEs

Advisory Committee	Est. Costs	Est. FTE
1. Alabama	\$45,700	0.2
2. Alaska	\$19,900	0.1
3. Arizona	\$18,400	0.1
4. Arkansas	\$45,700	0.2
5. California	\$19,000	0.1
6. Colorado	\$23,829	0.2
7. Connecticut	\$35,511	0.2
8. Delaware	\$32,159	0.2
9. District of Columbia	\$32,365	0.2
10. Florida	\$19,000	0.1
11. Georgia	\$18,000	0.1
12. Hawaii	\$19,900	0.1
13. Idaho	\$19,000	0.1
14. Illinois	\$33,200	0.2
15. Indiana	\$29,700	0.2
16. Iowa	\$45,700	0.2
17. Kansas	\$45,700	0.2
18. Kentucky	\$19,000	0.1
19. Louisiana	\$45,700	0.2
20. Maine	\$33,711	0.2
21. Maryland	\$34,473	0.2
22. Massachusetts	\$32,303	0.2
23. Michigan	\$29,700	0.2
24. Minnesota	\$29,700	0.2
25. Mississippi	\$45,200	0.2
26. Missouri	\$45,200	0.2
27. Montana	\$23,829	0.2
28. Nebraska	\$45,700	0.2
29. Nevada	\$18,400	0.1
30. New Hampshire	\$33,603	0.2
31. New Jersey	\$32,202	0.2
32. New Mexico	\$23,829	0.2
33. New York	\$32,159	0.2
34. North Carolina	\$19,000	0.1
35. North Dakota	\$23,829	0.2
36. Ohio	\$29,700	0.2

Attachment 2 (continued)

Advisory Committees with Estimated Costs and FTEs

Advisory Committee	Est. Costs	Est. FTE
37. Oklahoma	\$45,700	0.2
38. Oregon	\$19,000	0.1
39. Pennsylvania	\$32,430	0.2
40. Rhode Island	\$32,159	0.2
41. South Carolina	\$19,000	0.1
42. South Dakota	\$23,829	0.2
43. Tennessee	\$19,000	0.1
44. Texas	\$19,000	0.1
45. Utah	\$23,829	0.2
46. Vermont	\$25,853	0.2
47. Virginia	\$32,159	0.2
48. Washington	\$19,000	0.1
49. West Virginia	\$32,159	0.2
50. Wisconsin	\$29,700	0.2
51. Wyoming	\$23,829	0.2